

# BID SOLICITATION

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Printed: 2/2/2006



STATE OF RHODE ISLAND AND PROVIDENCE PLANTATIONS  
CAPITOL HILL  
PROVIDENCE RI 02908

BUYER: JOHN O'HARA  
PHONE #: (401) 222 - 2142 ext. 125  
BLANKET PERIOD: 3/1/2006 - 12/31/2010

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ADMINISTRATION  
DOA CENTRAL BUSINESS OFFICE  
ADMINISTRATIVE SERVICES  
ONE CAPITOL HILL, 4TH FLOOR  
SMITH ST  
PROVIDENCE RI 02908

**BID NUMBER: B06027**  
**TITLE: CHEMICALS HEATING/COOLING SYS**  
**BID OPENING DATE AND TIME:**  
**02/24/2006 2:00 PM**

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ONE CAPITOL HILL, 4TH FLOOR  
SMITH ST  
PROVIDENCE RI 02908

Requisition Number(s): R68A066478

Item	Class-Item	Quantity	Unit	Unit Price	Total
	<p>BLANKET REQUIREMENTS: 3/1/06 - 12/31/10</p> <p>BIDDING</p> <p>(a) A single price shall be quoted for each item against which a proposal is submitted. This price will be the maximum in effect during the agreement period. Any price decline at the manufacturer's level shall be reflected in a reduction of the agreement price to the State.</p> <p>(b) Quantities, if any, are estimated only. The agreement shall cover the actual quantities ordering during the period. Deliveries will be billed at the single, firm, awarded unit price quoted regardless of the quantities ordered.</p> <p>(c) Bid price is net F.O.B. destination and shall include inside delivery at no extra cost.</p> <p>(d) Bids for single items and/or a small percentage of total items listed, may, at the State's sole option, be rejected as being non-responsive to the intent of this request.</p> <p>ORDERING</p> <p>(a) The User Agency(s) will submit individual orders for the various items and various quantities as may be required during the agreement period.</p> <p>(b) Exception - Regardless of any agreement resulting from this bid, the State reserves the right to solicit prices separately for any extra large requirements for delivery to specific destinations.</p>				

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	<p>BIDDERS ARE ADVISED THAT ALL PROVISIONS OF TITLE 37 CHAPTER 13 OF THE GENERAL LAWS OF RHODE ISLAND APPLY TO THE WORK COVERED BY THIS REQUEST, AND THAT PAYMENT OF THE GENERAL PREVAILING RATE OF PER DIEM WAGES AND THE GENERAL PREVAILING RATE FOR REGULAR, OVERTIME, AND OTHER WORKING CONDITIONS EXISTING IN THE LOCALITY FOR EACH CRAFT, MECHANIC, TEAMSTER, OR TYPE OF WORKMAN NEEDED TO EXECUTE THIS WORK IS A REQUIREMENT FOR BOTH CONTRACTORS AND SUBCONTRACTORS. THE PREVAILING WAGE TABLE MAY BE OBTAINED AT THE RI DIVISION OF PURCHASES HOME PAGE BY INTERNET at <a href="http://www.purchasing.state.ri.us">www.purchasing.state.ri.us</a>. SELECT "INFORMATION" AND THEN SELECT "PREVAILING WAGE TABLE". THE STATE OF RHODE ISLAND USES THE GENERAL DECISION NUMBER RI20030001. PRINTING THE ENTIRE DOCUMENT AVERAGES APPROXIMATELY ONE MINUTE PER PAGE - YOU MAY WANT TO PRINT ONLY THE PAGES APPLICABLE TO YOUR BID. BIDDERS NOTE: IN THE EVENT THIS BID SPECIFIES PRICE OFFERS ON A TIME-AND-MATERIALS BASIS, i.e., AN HOURLY RATE, ANY OR ALL BIDS SUBMITTED IN AN AMOUNT LESS THAN THE PREVAILING RATE IN EFFECT FOR THE WORK COVERED BY THIS REQUEST AS OF THE DATE OF BID ISSUANCE SHALL BE REJECTED BY THE DIVISION OF PURCHASES.</p>				

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	AN INSURANCE CERTIFICATE IN COMPLIANCE WITH PROVISIONS OF ITEM 31 (INSURANCE) OF THE GENERAL CONDITIONS OF PURCHASE IS REQUIRED FOR COMPREHENSIVE GENERAL LIABILITY, AUTOMOBILE LIABILITY, AND WORKERS' COMPENSATION AND MUST BE SUBMITTED BY THE SUCCESSFUL BIDDER(S) TO THE DIVISION OF PURCHASES PRIOR TO AWARD. THE INSURANCE CERTIFICATE MUST NAME THE STATE OF RHODE ISLAND AS CERTIFICATE HOLDER AND AS AN ADDITIONAL INSURED. FAILURE TO COMPLY WITH THESE PROVISIONS MAY RESULT IN REJECTION OF THE OFFEROR'S BID. ANNUAL RENEWAL CERTIFICATES MUST BE SUBMITTED TO THE AGENCY IDENTIFIED ON THE PURCHASE ORDER. FAILURE TO DO SO MAY BE GROUNDS FOR CANCELLATION OF CONTRACT.				

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Item	Class-Item	Quantity	Unit	Unit Price	Total
	<p>NOTE: IF THIS BID COVERS CONSTRUCTION, SCHOOL BUSING, HAZARDOUS WASTE, OR VESSEL OPERATION, APPLICABLE COVERAGES FROM THE FOLLOWING LIST MUST ALSO BE SUBMITTED TO THE DIVISION OF PURCHASES PRIOR TO AWARD:</p> <ul style="list-style-type: none"><li>* PROFESSIONAL LIABILITY INSURANCE (AKA ERRORS &amp; OMISSIONS) - \$1 MILLION OR 5% OF ESTIMATED PROJECT COST, WHICHEVER IS GREATER.</li><li>* BUILDER'S RISK INSURANCE - COVERAGE EQUAL TO FACE AMOUNT OF CONTRACT FOR CONSTRUCTION.</li><li>* SCHOOL BUSING - AUTO LIABILITY COVERAGE IN THE AMOUNT OF \$5 MILLION.</li><li>* ENVIRONMENTAL IMPAIRMENT (AKA POLLUTION CONTROL) - \$1 MILLION OR 5% OF FACE AMOUNT OF CONTRACT, WHICHEVER IS GREATER.</li><li>* VESSEL OPERATION - (MARINE OR AIRCRAFT) - PROTECTION &amp; INDEMNITY COVERAGE REQUIRED IN THE AMOUNT OF \$1 MILLION.</li></ul>				

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Item	Class-Item	Quantity	Unit	Unit Price	Total
	<p>THIS IS A MULTI-YEAR BID/CONTRACT. PER RHODE ISLAND STATE LAW 37-2-33, CONTRACT OBLIGATIONS BEYOND THE CURRENT FISCAL YEAR ARE SUBJECT TO AVAILABILITY OF FUNDS. CONTINUATION OF THE CONTRACT BEYOND THE INITIAL FISCAL YEAR WILL BE AT THE DISCRETION OF THE STATE. TERMINATION MAY BE EFFECTED BY THE STATE BASED UPON DETERMINING FACTORS SUCH AS UNSATISFACTORY PERFORMANCE OR THE DETERMINATION BY THE STATE TO DISCONTINUE THE GOODS/SERVICES, OR TO REVISE THE SCOPE AND NEED FOR THE TYPE OF GOODS/SERVICES; ALSO MANAGEMENT OWNER DETERMINATIONS THAT MAY PRECLUDE THE NEED FOR GOODS/SERVICES.</p> <p>NO CHARGES OTHER THAN PARTS AND LABOR ON THE JOB - NO TRAVEL, NO MILEAGE, NO MISCELLANEOUS CHARGES, NO PORTAL TO PORTAL.</p> <p>VENDOR (OWNER OF COMPANY) IS RESPONSIBLE TO COMPLY WITH ALL LICENSING OR STATE PERMITS REQUIRED FOR THIS TYPE OF SERVICE. A COPY OF LICENSE/PERMIT SHOULD BE SUBMITTED WITH THIS BID. IN ADDITION TO THESE LICENSE REQUIREMENTS, BIDDER, BY SUBMISSION OF THIS BID, CERTIFIES THAT ANY/ALL WORK RELATED TO THIS BID, AND ANY SUBSEQUENT AWARD WHICH REQUIRES A RHODE ISLAND LICENSE(S), SHALL BE PERFORMED BY AN INDIVIDUAL(S) HOLDING A VALID RHODE ISLAND LICENSE.</p>				

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	<p>HAZARDOUS MATERIAL SAFETY DATA SHEET IS TO BE SUBMITTED BY THE SUCCESSFUL BIDDER AFTER THEIR RECEIPT OF THE PURCHASE ORDER AND BEFORE OR WITH THE FIRST DELIVERY. THIS SHEET WILL BE KEPT ON FILE AS A REFERENCE FOR FUTURE DELIVERIES MADE UNDER THIS CONTRACT. THIS SHEET IS MANDATED BY R.I. STATE LAW CHAPTER 28-21 HAZARDOUS SUBSTANCE RIGHT-TO-KNOW ACT. FAILURE TO COMPLY WITH THIS REQUEST WILL RESULT IN LOSS OF CONTRACT.</p> <p>DUE TO LENGTH OF BID AND TIME CONSTRAINTS, THE STATE WILL ONLY ACKNOWLEDGE RECEIPT AND READ THE NAMES OF VENDORS SUBMITTING PROPOSALS. NO EXAMINATION OF DOCUMENTS OR PRESENTATION OF INFORMATION CONTAINED IN PROPOSALS WILL BE MADE AVAILABLE AT THE BID OPENING; HOWEVER, INSTRUCTIONS TO OBTAIN THE TABULATION OR SUMMARY OF BID RESPONSES WILL BE MADE AVAILABLE AT THE RI DIVISION OF PURCHASES WEBSITE (<a href="http://www.purchasing.state.ri.us">www.purchasing.state.ri.us</a>). After 1/1/04, the website will be <a href="http://www.purchasing.ri.gov">www.purchasing.ri.gov</a>.</p>				

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Item	Class-Item	Quantity	Unit	Unit Price	Total
	THE SUCCESSFUL VENDOR WILL PROVIDE ALL NECESSARY CHEMICALS, SERVICE AND TESTING FOR THE TREATMENT OF COOLING TOWERS, CHILL WATER SYSTEMS, STEAM BOILER SYSTEMS, AND HOT WATER BOILER SYSTEMS AT VARIOUS STATE OF RHODE ISLAND FACILITIES PER THE SPECIFICATIONS INDICATED BELOW.				
	VENDORS ARE TO BID A PRICE PER POUND FOR TREATMENT CHEMICALS.				
1.0	885-16 NALCO EG5523 - 15 GALLON DRUM (FY06 3/1/06-6/30/06)	1.00	LB		
2.0	NALCO 2811 PULV 100# FIBER DRUM (FY06 3/1/06-6/30/06)	1.00	LB		
3.0	NALCO 2814 - 5 GALLON PAIL (FY06 3/1/06-6/30/06)	1.00	LB		
4.0	NALCO 2895 PLUS 15 GALLON DRUM (FY06 3/1/06-6/30/06)	1.00	LB		
5.0	NALCO 52214 - 5 GALLON PAIL (FY06 3/1/06-6/30/06)	1.00	LB		
6.0	NALCO 3DT247 - 15 GALLON DRUM (FY06 3/1/06-6/30/06)	1.00	LB		

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7.0	NALCO ST20 - 15 GALLON DRUM (FY06 3/1/06-6/30/06)	1.00	LB		
8.0	NALCO 2838 - 15 GALLON DRUM (FY06 3/1/06-6/30/06)	1.00	LB		
9.0	NALCO 3DTBR06 - 5 GALLON PAIL (FY06 3/1/06-6/30/06)	1.00	LB		
10.0	NALCO 2878 - 15 GALLON DRUM (FY06 3/1/06-6/30/06)	1.00	LB		
11.0	NALCO 7338 - 5 GALLON PAIL (FY06 3/1/06-6/30/06)	1.00	LB		
12.0	NALCO EG5523 - 15 GALLON DRUM (FY07 7/1/06-6/30/07)	1.00	LB		
13.0	NALCO 2811 PULV 100# FIBER DRUM (FY07 7/1/06-6/30/07)	1.00	LB		
14.0	NALCO 2814 - 5 GALLON PAIL (FY07 7/1/06-6/30/07)	1.00	LB		
15.0	NALCO 2895 PLUS 15 GALLON DRUM (FY07 7/1/06-6/30/07)	1.00	LB		

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16.0	NALCO 52214 - 5 GALLON PAIL (FY07 7/1/06-6/30/07)	1.00	LB		
17.0	NALCO 3DT247 - 15 GALLON DRUM (FY07 7/1/06-6/30/07)	1.00	LB		
18.0	NALCO ST20 - 15 GALLON DRUM (FY07 7/1/06-6/30/07)	1.00	LB		
19.0	NALCO 2838 - 15 GALLON DRUM (FY07 7/1/06-6/30/07)	1.00	LB		
20.0	NALCO 3DTBR06 - 5 GALLON PAIL (FY07 7/1/06-6/30/07)	1.00	LB		
21.0	NALCO 2878 - 15 GALLON DRUM (FY07 7/1/06-6/30/07)	1.00	LB		
22.0	NALCO 7338 - 5 GALLON PAIL(FY07 7/1/06-6/30/07)	1.00	LB		
23.0	NALCO EG5523 - 15 GALLON DRUM (FY08 7/1/07-6/30/08)	1.00	LB		
24.0	NALCO 2811 PULV 100# FIBER DRUM (FY08 7/1/07-6/30/08)	1.00	LB		

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Item	Class-Item	Quantity	Unit	Unit Price	Total
25.0	NALCO 2814 - 5 GALLON PAIL (FY08 7/1/07-6/30/08)	1.00	LB		
26.0	NALCO 2895 PLUS 15 GALLON DRUM (FY08 7/1/07-6/30/08)	1.00	LB		
27.0	NALCO 52214 - 5 GALLON PAIL (FY08 7/1/07-6/30/08)	1.00	LB		
28.0	NALCO 3DT247 - 15 GALLON DRUM(FY08 7/1/07-6/30/08)	1.00	LB		
29.0	NALCO ST20 - 15 GALLON DRUM (FY08 7/1/07-6/30/08)	1.00	LB		
30.0	NALCO 2838 - 15 GALLON DRUM (FY08 7/1/07-6/30/08)	1.00	LB		
31.0	NALCO 3DTBR06 - 5 GALLON PAIL (FY08 7/1/07-6/30/08)	1.00	LB		
32.0	NALCO 2878 - 15 GALLON DRUM (FY08 7/1/07-6/30/08)	1.00	LB		
33.0	NALCO 7338 - 5 GALLON PAIL (FY08 7/1/07-6/30/08)	1.00	LB		

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**STATE OF RHODE ISLAND AND PROVIDENCE PLANTATIONS**  
**CAPITOL HILL**  
**PROVIDENCE RI 02908**

# BID SOLICITATION

**BID NUMBER: B06027**  
**TITLE: CHEMICALS HEATING/COOLING SYS**  
**BID OPENING DATE AND TIME:**  
**02/24/2006 2:00 PM**

BUYER: JOHN O'HARA  
PHONE #: (401) 222 - 2142 ext. 125  
BLANKET PERIOD: 3/1/2006 - 12/31/2010

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**PROVIDENCE RI 02908**

Requisition Number(s): R68A066478

Item	Class-Item	Quantity	Unit	Unit Price	Total
34.0	NALCO EG5523 - 15 GALLON DRUM (FY09 7/1/08-6/30/09)	1.00	LB		
35.0	NALCO 2811 PULV 100# FIBER DRUM (FY09 7/1/08-6/30/09)	1.00	LB		
36.0	NALCO 2814 - 5 GALLON PAIL (FY09 7/1/08-6/30/09)	1.00	LB		
37.0	NALCO 2895 PLUS 15 GALLON DRUM (FY09 7/1/08-6/30/09)	1.00	LB		
38.0	NALCO 52214 - 5 GALLON PAIL (FY09 7/1/08-6/30/09)	1.00	LB		
39.0	NALCO 3DT247 - 15 GALLON DRUM (FY09 7/1/08-6/30/09)	1.00	LB		
40.0	NALCO ST20 - 15 GALLON DRUM (FY09 7/1/08-6/30/09)	1.00	LB		
41.0	NALCO 2838 - 15 GALLON DRUM (FY09 7/1/08-6/30/09)	1.00	LB		
42.0	NALCO 3DTBR06 - 5 GALLON PAIL (FY09 7/1/08-6/30/09)	1.00	LB		

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Item	Class-Item	Quantity	Unit	Unit Price	Total
43.0	NALCO 2878 - 15 GALLON DRUM (FY09 7/1/08-6/30/09)	1.00	LB		
44.0	NALCO 7338 - 5 GALLON PAIL(FY09 7/1/08-6/30/09)	1.00	LB		
45.0	NALCO EG5523 - 15 GALLON DRUM (FY10 7/1/10-12/31/10)	1.00	LB		
46.0	NALCO 2811 PULV 100# FIBER DRUM (FY10 7/1/10-12/31/10)	1.00	LB		
47.0	NALCO 2814 - 5 GALLON PAIL (FY10 7/1/10-12/31/10)	1.00	LB		
48.0	NALCO 2895 PLUS 15 GALLON DRUM (FY10 7/1/10-12/31/10)	1.00	LB		
49.0	NALCO 52214 - 5 GALLON PAIL (FY10 7/1/10-12/31/10)	1.00	LB		
50.0	NALCO 3DT247 - 15 GALLON DRUM (FY10 7/1/10-12/31/10)	1.00	LB		
51.0	NALCO ST20 - 15 GALLON DRUM (FY10 7/1/10-12/31/10)	1.00	LB		

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Item	Class-Item	Quantity	Unit	Unit Price	Total
52.0	NALCO 2838 - 15 GALLON DRUM (FY10 7/1/10-12/31/10)	1.00	LB		
53.0	NALCO 3DTBR06 - 5 GALLON PAIL (FY10 7/1/10-12/31/10)	1.00	LB		
54.0	NALCO 2878 - 15 GALLON DRUM (FY10 7/1/10-12/31/10)	1.00	LB		
55.0	NALCO 7338 - 5 GALLON PAIL (FY10 7/1/10-12/31/10)	1.00	LB		

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Item	Class-Item	Quantity	Unit	Unit Price	Total
	<p>THE VENDOR'S SERVICEMAN IS REQUIRED TO CHECK IN/OUT OF EACH SITES VENDOR LOG BOOK.</p> <p>NO MILEAGE ALLOWANCE.</p> <p>FACILITIES AND SYSTEMS INCLUDE:</p> <p>DOT - STEAM BOILER (SEASONAL)</p> <p>DOA - COOLING TOWER (YEAR ROUND)</p> <p>DOA - HOT WATER (SEASONAL)</p> <p>CANNON - STEAM BOILER (YEAR ROUND)</p> <p>CANNON - COOLING TOWER (SEASONAL)</p> <p>CANNON - HOT WATER (SEASONAL)</p> <p>CANNON - CHILL WATER (SEASONAL)</p> <p>HEALTH LAB - STEAM BOILER</p> <p>HEALTH LAB - COOLING TOWER</p> <p>HEALTH LAB - HOT WATER</p> <p>HEALTH LAB - CHILL WATER</p> <p>CRANSTON ST ARMORY - STEAM BOILER (SEASONAL)</p> <p>VETERAN'S AUDITORIUM - STEAM BOILER (SEASONAL)</p> <p>STATE HOUSE - STEAM BOILER (SEASONAL)</p> <p>ATTORNEY GENERAL - STEAM BOILER (SEASONAL)</p> <p>AMY FORRAND - COOLING TOWER (SEASONAL)</p> <p>AMY FORRAND - CHILL WATER (SEASONAL)</p> <p>AMY FORRAND - HOT WATER (SEASONAL)</p> <p>ZAMBARANO COMPLEX - STEAM BOILER (SEASONAL)</p> <p>DLT - COOLING TOWER (SEASONAL)</p> <p>BOARD OF ELECTIONS - STEAM BOILER (SEASONAL)</p> <p>URI SHEPARDS BUILDING</p>				

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Requisition Number(s): R68A066478

Item	Class-Item	Quantity	Unit	Unit Price	Total
	AT ANYTIME DURING THE CONTRACT THE STATE RESERVES THE RIGHT TO ADD OR REMOVE ANY STATE OWNED BUILDING FROM THIS SCOPE AS NECESSARY. WRITTEN NOTIFICATION WILL BE GIVEN OF THESE ADDITIONS OR REMOVALS. THE VENDOR WILL PROVIDE (AT NO ADDITIONAL COST):				

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Item	Class-Item	Quantity	Unit	Unit Price	Total
	<p>-ONCE A MONTH SERVICE CALLS -SIGNED FIELD REPORTS WITH SPECIFIC TREATMENT AND APPLICATION INSTRUCTIONS -ONCE PER MONTH LAB ANALYSIS FOR ALL SYSTEMS TO INCLUDE BUT NOT LIMITED TO: - PH - ALKALINITY - TDS (SOLIDS) - CHLORIDES - INHIBITORS - BACTERIA</p> <p>- THE VENDOR WILL PROVIDE WATER TREATMENT CHEMICALS TO MINIMIZE SCALE, CORROSION, FOULING AND MICROBIOLOGICAL GROWTH. THE FOLLOWING CHEMISTRIES ARE REQUIRED:</p> <p>COOLING TOWER - INHIBITOR (NALCO 3DT247) - BIOCIDES (NALCO ST20) - ALGAECIDE (NALCO 2838)</p> <p>STEAM BOILER - INHIBITOR (NALCO EG5523) - OXYGEN SCAVENGER (NALCO 2811) - STEAM TREATMENT (NALCO 2814)</p> <p>HOT WATER BOILER - INHIBITOR (NALCO 2878) - CHILLED WATER - INHIBITOR (NALCO 2878)</p>				

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Item	Class-Item	Quantity	Unit	Unit Price	Total
	<p>THE VENDOR SHALL PROVIDE REALTIME MONITORING/CONTROL CAPABILITIES FOR PRODUCT LEVELS, POLYMER LEVELS, AND BACTERIA ACTIVITY FOR COOLING TOWER APPLICATIONS AS PART OF THIS PACKAGE.</p> <p>THE VENDOR MUST MANUFACTURE ITS OWN CHEMICALS. THESE MANUFACTURING FACILITIES MUST BE ISO CERTIFIED.</p> <p>THE VENDOR WILL HAVE THE ABILITY TO CLEAN BOTH COOLING TOWERS AND AIR HANDLERS WITH ITS OWN PERSONNEL, NO SUBCONTRACTORS WILL BE ALLOWED.</p> <p>THE VENDOR'S SERVICE REPRESENTATIVES WILL EACH HAVE A COLLEGE DEGREE AND AT LEAST ONE INDIVIDUAL SHALL BE LICENSED BY THE STATE OF RHODE ISLAND TO FEED BIOCIDES/PESTICIDES.</p> <p>A DEDICATED WEB SITE WILL BE MAINTAINED BY THE VENDOR FOR ALL PERTINENT ACCOUNT INFORMATION ASSOCIATED WITH THIS CONTRACT. THIS INCLUDES BUT IS NOT LIMITED TO MSDS, PRODUCT BULLETINS, SERVICE REPORTS, PROGRAM ADMINISTRATION MANUALS, PLANT DIAGRAMS, ANALYTICAL RESULTS, CORRESPONDANCE, AND ORDERING CAPABILITIES.</p>				

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Item	Class-Item	Quantity	Unit	Unit Price	Total
	<p>AN ALLOWANCE OF \$6,000.00 FOR EACH OF THE CONTRACT 'S FIVE YEARS WILL BE INCLUDED TO COVER THE COST OF ACCOMPLISHING ALL TIME AND MATERIALS WORK REQUIREMENTS- CORRECTIVE MAINTENANCE, COMPONENT REPLACEMENT AND EMERGENCY RESPONSES.</p> <p>THE ALLOWANCE WILL BE ADDED TO THE SUCCESSFUL BIDDER'S AWARD.</p> <p>CONTACT PERSON:</p> <p>VINCENT IANNUZZI SR. DOA 1 CAPITOL HILL PROVIDENCE, RI 02903 401-222-6232</p> <p>DELIVER TO:</p> <p>THE VENDOR WILL DELIVER THE NECESSARY PRODUCTS DIRECTLY TO EACH SYSTEM FOR USE.</p> <p>DELIVERY OF GOODS OR SERVICES AS REQUESTED BY AGENCY.</p>				
				<b>TOTAL:</b>	

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## **VENDOR QUALIFICATION CRITERIA**

The criteria listed below are considered mandatory to establish the responsibility and capability of firms to meet our requirements.

Please provide sufficient information regarding each of the items below so we can thoroughly evaluate your firm's qualifications to submit a proposal for our water treatment needs. You may include supporting literature and attachments to the information requested below.

### **VENDOR EXPERIENCE**

The vendor must be a company primarily engaged in selling water treatment chemicals and services for boiler and cooling systems. In order to be considered, your firm must have been in business for a minimum of 18 years and have a minimum of \$100,000,000 sales. The company must be focused on the development of new technologies. As such, the vendor company must have a minimum of 100 U.S. or foreign patents related to water treatment. *Please enclose a copy of your firm's annual report or equivalent.*

### **REPRESENTATIVE EXPERIENCE**

The vendor shall appoint two members of his company to represent the company in dealings with our facility. Both representatives must have B.S. scientific or engineering discipline college degrees. Both vendor representatives shall be fulltime employees of the vendor company. Only these individuals will represent the vendor regarding services for this contract unless otherwise specifically authorized. *List name, home address, phone number, educational background, years in water treatment industry, and years with the vendor for each of the appointed representatives.*

See Resume Form (CS 95-1) included with this bid package.

### **REFERENCES**

*Vendor shall submit a list of a minimum of 5 customers in the surrounding area, handled by the representatives named above. Be sure to include the customer's name, address, contact name, and contact phone number. We reserve the right to contact or visit customers so listed and to disqualify vendors not performing satisfactory service. These references must have systems similar in complexity and size to this facility.*

### **SERVICE LEVEL AND RESPONSE TIME**

Both vendors' representatives must live within one half-hour driving distance (40 miles) of our facility. A representative shall visit the site a minimum of twice per month. The representatives must be available for calls on specific problems should they occur. The representatives shall be available to us on 24-hour notice, and under emergency circumstances, should be able to visit our site within one (1) hour after being notified. *Please indicate the living address of each representative for compliance with this requirement.*

## **QUALITY**

An organization's commitment to quality is an indication of its ability to satisfy customer needs. A vendor's dedication to quality means fewer problems and less risk for our facility. As such, all vendor manufacturing facilities must be ISO 9000 certified. *Please provide a summary of your company's Quality Improvement Process. Include an outline of The Quality Education that your firm's employees receive and how many have received it. Supporting literature or pamphlets may be included. Include a copy of the servicing plants ISO certification.*

## **PROGRAM ADMINISTRATION**

Organization is key to a well-run water treatment program. In order to have quick access to all technical and safety information regarding the water treatment program, we require that the vendor provide an Administration Notebook. At the very least, this notebook must contain an outline of the chemical program, all chemical control test procedures, Log Sheets, Product Bulletins, Material Safety Data Sheets, Feed and Control Equipment Specifications and Service Reports. *Please provide a summary of how your firm administers and manages a water treatment program. Include a sample of your Administration Notebook and its contents.*

## **EQUIPMENT FINANCING**

Please demonstrate your firm's financial capability to lease any equipment that may be required to improve our system performance. For example, we may require a new water softener or piece of automation equipment to improve system performance. Instead of purchasing this equipment from another vendor, we may elect (for budgetary reasons) to lease this equipment through your firm. The Facility will also need the option of buying out the equipment at specific times during the lease. *Please provide a summary of your firm's equipment financing program. If you do not have such a program, please indicate such.*

## **SUBCONTRACTORS**

No subcontractors are to be used in any portion of your service other than those associated with the equipment discussed in "EQUIPMENT FINANCING" above. If your firm uses subcontractors this will disqualify your firm as a potential vendor. *Please indicate compliance with this requirement.*

## CHEMICAL STORAGE AND HANDLING REQUIREMENTS

We are concerned with chemical storage; drum handling and disposal at our sites. To reduce our risk associated with drum handling, all product deliveries must be made to the point of feed. To eliminate chemical handling by site personnel, all products must be capable of being fed neat (without dilution or contact) by our operators. In order to minimize our liability in this regard, we require the following regarding chemical delivery and storage:

### 1. Chemical Storage Requirements:

- a) Storage container material of construction must be stainless steel. It must have an appropriate lining if storing corrosive chemical material. Exteriors must be stainless for strength.
- b) Secondary containment volume must be 150% of the delivered chemical volume.
- c) Storage tanks must have bottom drain capabilities to insure positive flooded suction for chemical pumping and injection and to allow complete emptying of the vessel.
- d) Storage containers must have a clear sight glass with inventory and draw-down capabilities for monitoring and control of the chemical program.
- e) Pumps must be located *inside* the containment.
- f) The supplier must retain ownership of tanks.
- g) Tanks must be vented and fitted with fume suppression equipment during delivery.
- h) Tanks must be fitted with automated inventory control and re-ordering to prevent running out of chemical unexpectedly and to notify supplier of use rate abnormalities.

### 2. Chemical Delivery Requirements:

- a) Deliveries must be made to the point of use for each location in this contract.
- b) Chemical transport equipment must comply with DOT requirements for transporting hazardous material.
- c) Chemical transport equipment brought on site must be stainless steel on exterior for strength.
- d) No empty or full chemical transport equipment is to be stored on-site.
- e) Deliveries must be made by chemical handlers who are:
  - i) Certified in HAZMAT compliance
  - ii) Equipped with PSE on-site for delivery and transfer of chemical.
  - iii) Equipped with items required to handle spills and any unexpected incidents.
- f) Chemicals must be transportable up steps if needed.

*Please outline your firm's program to handle the above requirements. Include copies of your firms training program for chemical delivery personnel as well as photos of storage and handling equipment. Please indicate where similar systems may be seen locally*

## TRAINING

*Please provide a summary of the training your firm can provide to our maintenance staff. This training should include how to perform tests and monitor chemical program results, how to work safely with chemical products, and general training regarding boiler and cooling systems. Samples of training materials must be included.*

Vendor should also have the capability of giving WEB based training for customer convenience.

## **EFFICIENCY MONITORING**

Since one of the major goals of any water treatment program is improved heat transfer efficiency through clean heat transfer surfaces, we require that water treatment vendors have the capability of on-site computer analysis of energy efficiency. Boiler efficiency, overall chiller efficiency, condenser efficiency, and evaporator efficiency must be performed on a regular basis. *Please submit a summary of your firm's capability in this area along with sample computer outputs (from each of the accounts referenced above) for all applicable computer efficiency studies.*

## **HEALTH AND SAFETY**

Your firm must provide Material Safety Data Sheets to each individual site in a bound notebook. These notebooks should be updated every six months. (MSDS sheets to comply with OSHA 1910.1200 part <g>). This procedure is to ensure a safe work environment for our personnel and to comply with all state and federal laws concerning the handling of hazardous materials. We require that a Material Safety Data Sheet accompany all first time orders and that the vendor operate an in house 24-hour, 7 day per week emergency phone number which can be called for emergency information regarding chemical spills and/or accidents involving your products. Sub-contracting this service is not acceptable. *Provide a two page summary of your Material Safety Data Sheet program, include your emergency phone number and a sample copy of your firm's Material Safety Data Sheet for a BIOCIDE you might use at our site. Vendor must indicate which locations may come under SARA Title 111 requirements.*

All vendor representatives MUST BE Safety Trained and Certified in all aspects of chemical handling associated with water treatment. *Documentation must be provided to certify vendor representative training completion date and follow-up on-going training.*

The vendor representatives must be certified by the state of Rhode Island to handle, sell and recommend the usage of pesticide/biocide products. Please provide a copy of your license.

## **TROUBLESHOOTING CAPABILITIES**

The vendor must have laboratory facilities capable of performing a wide array of analytical work to facilitate monitoring, control, and troubleshooting of our systems. The vendor shall provide all laboratory services. Subcontracted work or the use of independent laboratories is not allowed unless specifically authorized. Laboratory services which shall be available include: corrosion coupon analysis, water analysis, deposit analysis, microbiological analysis, ion exchange resin analysis, analex cartridge analysis, fuel oil analysis, and metallurgical analysis. *Include a sample analytical report for a corrosion coupon analysis, a deposit analysis and a microbiological (no need to disclose customer name) as evidence of your firm's laboratory capabilities.*

## **ON-SITE MICROBIOLOGICAL TESTING**

We are very concerned with microbiological control in our cooling systems. Therefore, we require the vendor to have the capability of determining organism levels within 30 minutes of taking a water sample. This test will be used by our personnel to adjust biocide feed so that system cleanliness is maintained without having to over feed biocide. *Please submit instructions for such a test that you would use.*

### **STATISTICAL PROCESS CONTROL**

To help ensure that we receive quality products, your firm must be currently practicing statistical process control or equivalent in the manufacture of chemical products. In addition, vendors must have a statistical process control program specifically designed for monitoring and controlling boilers and cooling towers. *Please submit a summary of your firm's capability in these areas along with SPC reports for all products that you will propose for our systems. These SPC reports must be based on a minimum of 25 data points. Supporting literature may be included.*

### **EQUIPMENT INSPECTION**

Thorough equipment inspection is important in determining the effectiveness of a water treatment program as well as potential operational problems for a given system. Therefore, the vendor must have the capability of inspecting our boilers and chillers using fiber optics equipment and must be able to provide us with a narrated video tape of the inspection. *In order to demonstrate compliance with this requirement, please enclose a sample video from one of the accounts referenced above. This video can be picked up from us after the bid process.*

### **TRANSPORTATION CHARGES**

The program price must be F.O.B. Destination, freight prepaid. The price quoted will be considered to include all charges for transportation, packaging, pallets, containers, etc., necessary to complete delivery on an F.O.B. destination basis. *Indicate your ability to use freight paid invoices.*

Any Federal surcharges that will be imposed to vendor will be allowed under this contract provided that the State has been notified in writing prior to implementing any such charges.

### **TERMS AND CONDITIONS**

Terms and conditions for your firm's products and services will include our Terms And Conditions Of Agreement For Services In Appendix A. If your firm intends to modify our Terms and Conditions, these modifications must be included in your response. If no modifications or comments are included in your response, we will conclude that your firm will accept Appendix A.

### **INSURANCE REQUIREMENTS**

Your firm must meet our insurance requirements. *Please provide a certificate of insurance listing our facility as an additional insured for up to \$5,000,000 per incident.*

## VENDOR QUALIFICATION CHECKLIST

	YES	NO
<b>VENDOR EXPERIENCE</b> <i>A copy of firm's annual report or equivalent is enclosed.</i>		
<b>REPRESENTATIVE EXPERIENCE</b> <i>Name, home address, phone number, educational background, years in water treatment industry, and years with the vendor for each of the two appointed representatives are provided.</i>		
<b>REFERENCES</b> <i>A list of a minimum of 5 customers in the surrounding area, handled by the representatives named above is provided including the customer's name, address, contact name, and contact phone number.</i>		
<b>SERVICE LEVEL AND RESPONSE TIME</b> <i>The living address of each representative is within 40 miles of our facility.</i>		
<b>QUALITY</b> <i>A summary of the company's Quality Improvement Process including an outline of The Quality Education which your firm's employees receive and how many have received it</i>		
<b>QUALITY</b> <i>A copy of the servicing plants ISO certification has been included.</i>		
<b>PROGRAM ADMINISTRATION</b> <i>A summary of how your firm administers and manages a water treatment program is included. Includes a sample of the Administration Notebook and its contents.</i>		
<b>EQUIPMENT FINANCING</b> <i>A summary of the firm's equipment financing program is included and is satisfactory.</i>		
<b>SUBCONTRACTING</b> <i>Supplier uses no subcontractors.</i>		
<b>CHEMICAL STORAGE AND HANDLING REQUIREMENTS</b> <i>Supplier meets all requirements on page 5 including; stainless steel storage and delivery</i> <ol style="list-style-type: none"> <li>1. <i>Stainless containment at 150% volume</i></li> <li>2. <i>Trained chemical deliverers. Copies of training materials are included.</i></li> <li>3. <i>Photos of storage and handling equipment and local use references are included Point of use delivery.</i></li> </ol>		
<b>TRAINING</b> <i>A summary of the training the firm provides to our maintenance staff. On-line training available.</i>		
<b>EFFICIENCY MONITORING</b> <i>A summary of the firm's capability in this area along with sample computer outputs for computer efficiency studies are included.</i>		
<b>HEALTH AND SAFETY</b> <ol style="list-style-type: none"> <li>1. <i>A summary of the firms Material Safety Data Sheet program, including their emergency response phone number and a sample copy of the firm's Material Safety</i></li> </ol>		



<p><i>Data Sheet for a BIOCIDES is included. The MSDS information and format meets our facilities needs.</i></p> <p>2. <i>Documentation is provided that certifies vendor representatives have had OSHA training and follow-up training is on going.</i></p> <p>3. <i>Both site representatives must be NJ certified pesticide applicators. License numbers are included.</i></p>		
<p><b>TROUBLESHOOTING CAPABILITIES</b>  <i>A sample analytical report for a corrosion coupon analysis, a deposit analysis and a microbiological analysis from a local customer (no need to disclose customer name but location should be evident) is included.</i></p>		
<p><b>ON-SITE MICROBIOLOGICAL TESTING</b>  <i>Instructions for the 30-minute microbiological test are included.</i></p>		
<p><b>STATISTICAL PROCESS CONTROL</b>  <i>A summary is included of the firm's capability in these areas along with SPC reports</i></p>		
<p><b>EQUIPMENT INSPECTION</b>  <i>A sample video is included of a fiber optic inspection indicating the ability of the rep to perform this service if needed.</i></p>		
<p><b>TRANSPORTATION REQUIREMENTS</b>  <i>Firm can use freight paid invoicing.</i></p>		
<p><b>INSURANCE REQUIREMENTS</b>  <i>A certificate of insurance listing our facility as an additional insured for up to \$5,000,000 per incident is included.</i></p>		
<p><b>TERMS AND CONDITIONS</b>  <i>Firm accepts terms and conditions or provides acceptable alternatives.</i></p>		
<b>TOTALS</b>		

**NOTE:**

FAILURE TO PROVIDE INFORMATION REQUIRED UNDER "QUALIFICATION CRITERIA", OR A "NO" RESPONSE TO ANY OF THE ITEMS ON THE CHECKLIST MAY RESULT IN DISQUALIFICATION OF VENDOR'S PROPOSAL.

THE VENDOR IS RESPONSIBLE FOR SUPPLYING THE STATE WITH ALL APPROPRIATE MSDS DOCUMENTATION. THE VENDOR IS RESPONSIBLE FOR DISPOSING OF ALL WASTE ACCORDING TO ALL LOCAL, STATE AND FEDERAL CODES AND GUIDELINES.

AN ALLOWANCE OF \$6,000.00 FOR EACH OF THE CONTRACT 'S FIVE YEARS IS TO BE INCLUDED TO COVER THE COST OF ACCOMPLISHING ALL TIME AND MATERIALS WORK REQUIREMENTS- CORRECTIVE MAINTENANCE, COMPONENT REPLACEMENT AND EMERGENCY RESPONSES.

**CONTACT PERSON:**

VINCENT IANNUZZI SR.  
DOA  
1 CAPITAL HILL  
PROVIDENCE, RI 02903  
401-222-6232

**DELIVER TO:**

THE VENDOR WILL DELIVER THE NECESSARY PRODUCTS DIRECTLY TO EACH SYSTEM FOR USE. DELIVERY OF GOODS OR SERVICES AS REQUESTED BY AGENCY.

## RESUME FORM (CS 95-1)

### RESUME: (USE THIS FORM WHENEVER A RESUME IS REQUESTED)

Complete this form for each Representative on your staff assigned to our facility.

Name \_\_\_\_\_ SS # \_\_\_\_\_

Title \_\_\_\_\_

Licenses Held \_\_\_\_\_

Certificates Held \_\_\_\_\_

Degree Held \_\_\_\_\_

Years with Company \_\_\_\_\_

Prior Employer \_\_\_\_\_

Years with prior employer \_\_\_\_\_

Professional Organizations